

**STATE DRIVING BUSINESSES LICENSURE BOARD**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Conference Call Minutes of 4/7/2015**

**BOARD MEMBERS PRESENT:** Sally K Phillips - Chair  
Theresa Ann Bradford  
Jason Jerome  
Lon Arthur Pyper Sr.

**BOARD MEMBERS ABSENT:** Wayne P. Johnson

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, General Counsel  
Cherie Simpson, Management Assistant

The meeting was called to order at 12:00 PM MDT by Sally K Phillips.

**APPROVAL OF MINUTES**

Mr. Jerome made a motion to approve the minutes of 3/5/2015. It was seconded by Ms. Bradford. Motion carried.

**LEGISLATIVE REPORT**

Ms. Cory gave the legislative report. She said that Mike Arnell with the Association contacted her to let her know that Senate Bill 1120 was signed into law yesterday (4/6/15). The bill would transfer \$5.00 per student from Department of Transportation to the Board. The first transfer will probably occur in FY2017. Both the House bills submitted by the Bureau passed. HB-116 allows the Boards to collect attorney fees in disciplinary matters and HB-117 revises the renewal and reinstatement of licenses.

**FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of (\$13,735.83) as of 3/31/2015.

## **NEW BUSINESS**

### **EXECUTIVE SESSION**

Mr. Jerome made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Mr. Pyper. The vote was: Ms. Bradford, aye; Mr. Jerome, aye; Mr. Pyper, aye; and Ms. Phillips, aye. Motion carried.

Mr. Jerome made a motion to come out of executive session. It was seconded by Ms. Bradford. The vote was: Ms. Bradford, aye; Mr. Jerome, aye; Mr. Pyper, aye; and Ms. Phillips, aye. Motion carried.

### **APPLICATIONS**

Mr. Pyper made a motion to approve Earl Craythorn for licensure as an instructor. It was seconded by Mr. Jerome. Motion carried.

Mr. Pyper made a motion to approve Roadmaster's Apprentice Training Program. It was seconded by Mr. Jerome. Motion carried.

Mr. Jerome made a motion to approve 901104714 pending receipt of further documentation and review by the Board Chair. It was seconded by Ms. Bradford. Motion carried.

Mr. Jerome made a motion to approve 901137987 pending receipt of further documentation. It was seconded by Mr. Pyper. Motion carried.

Mr. Jerome made a motion to approve Mr. Jones Driving Academy for licensure as a driving business. It was seconded by Mr. Pyper. Motion carried.

### **CORRESPONDENCE**

The Board discussed how to access information for the on-line course so Board members can access and review the information prior to the next Board meeting. The information will be sent to the Board members.

### **ADJOURNMENT**

Mr. Jerome made a motion to adjourn the meeting at 1:00 p.m. It was seconded by Mr. Pyper. Motion carried.

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Sally K Phillips, Chair

Theresa Ann Bradford

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Jason Jerome

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Wayne Patrick Johnson

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Lon Arthur Pyper Sr.

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Tana Cory, Bureau Chief